



CITY OF LAS VEGAS
1700 North Grand Avenue
Las Vegas, New Mexico 87701
Phone: (505) 454-1401 Fax: (505) 454-8027

PURCHASE ORDER

PO Number: 221026

Date: 12/13/2021

Request #: 291368

Vendor #: 07238

ISSUED TO: JCR AUTO LLC
1820 7TH ST
LAS VEGAS, NM 87701-

SHIP TO: City of Las Vegas
Attn:Utilities Department
905 12th Street
Las Vegas, NM 87701

Vendor Fax #: (505) 434-9105

ITEM	UNITS	DESCRIPTION	PRICE	PROJ	GL ACCOUNT NUMBER	AMOUNT
1	1	FLAT TIRE REPAIR DRIVER REAR EMERGENCY PROCUREMENT 13-1-127	12.00		545-0000-610-7408	12.00

DEPARTMENT ORDER

DEPARTMENT ORDER

DEPARTMENT ORDER

Approved By:

Date:

12/15/2021

SUBTOTAL:	12.00
TAX:	0.00
SHIPPING:	0.00
TOTAL	12.00

1. Original invoice plus one copy must be sent to: City of Las Vegas, 1700 North Grand Avenue, Las Vegas, NM 87701.
2. Payment may be expected within 30 days of receipt of goods, unless otherwise stated.
3. C.O.D. shipment will not be accepted.
4. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
5. All goods are to be shipped F.O.B. Destination unless otherwise stated.
6. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
7. All goods and equipment must meet or exceed all necessary city, state and federal standards and regulations.
8. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
9. Seller acknowledges that the buyer is an equal opportunity employer. Seller will comply with all equal opportunity laws and regulations that are applicable to it as a supplier of the buyer.
10. The City is exempt from all federal excise and state tax - ID# 85-6000149

Finance Dept. (505) 454-1401 FAX (505) 454-8027

29/3/8

12/13/2

PURCHASES INDER RESOLUTION #14-18 STATE PROCUREMENT CODE:

- ☐ \$0 TO \$19,999.99 Best Obtainable Price; Requires 3 telephoned, written, faxed or e-mailed quotes;
- ☐ \$20,000.00 TO \$59,999.99 Requires 3 written and signed quotes; (Goods or services)
- ☐ \$60,000.00 AND OVER Formal Process (Requires RFQ, RFP, RFB, etc.)
- ☐ BID NO.: _____ - ____ AWARDED: ____/____/____; CONTRACT NO.: _____ EXPIRES: ____/____/____
(RECORD BID NUMBER, AWARDED DATE, AND CONTRACT NUMBER ABOVE)
- ☐ SPD CONTRACT; SPD NO.: _____ EXPIRES: ____/____/____
- ☐ EXEMPT PURCHASE; Provide Section No.: _____
- ☐ GSA CONTRACT; GSA NO.: ____ - _____ EXPIRES: ____/____/____
- ☐ PROFESSIONAL SERVICES; _____
- ☐ SOLE SOURCE: REQUIRES DETERMINATION AND MUST BE POSTED ON CLV WEBSITE FOR 30 DAYS
PRIOR TO PROCURING GOODS AND/OR SERVICES.
- ☐ OTHER CITY CONTRACT: NO: _____ EXPIRES: ____/____/____
- ☒ EMERGENCY; ☒ SECTIONS 13-1-127 STATE PRODUREMENT CODE


Flat fire repair - Emergency repair - utilities Admin

DATE	NAME OF VENDOR	PHONE NUMBER	PERSON CONTACTED	PRICE QUOTED
12/13/21				

[illegible]

FEDERAL TAX NO.:

THE REQUESTED ITEMS WILL BE PURCHASED AT THE



SIGNATURE OF PERSON REQUESTING

545-0000-610-7408

PINK COPY: DEPARTMENT

**** ESTIMATE REPRINT ****

BIG O TIRES #31071
1820 1/2 7TH ST
LAS VEGAS, NM 87701
(505) 426-1506

**Order No.: 125088**

Page 1

Date: 12/13/2021 01:50 PM

Prepared by: JUAN ROMERO

Promised by: 12/13/2021 05:00 PM

Vehicle Information

Year: 2015

Make: FORD TRUCK

Model: EXPEDITION

Color:

License: 07960G (NM)

Odometer: 36,851

Engine: V6-3496 3.5L DOHC

VIN: 1FMJU1GT0FEF29339

Tire Pressure Front: 35 Rear: 35 Torque: 150

Cust.: CITY OF LAS VEGAS 1052-207046

Address: 1700 N GRAND AVE

City, State, Zip: LAS VEGAS, NM 87701-4731

Phone: (505) 454-1401 Alt Ph: Cell: () -

PO No.:

Bill To: Same

Customer Instructions

Save Old Parts? No

Part No.	Description	Qty	Unit Price	Total Price
LAB FR	FLAT REPAIR DRIVER REAR	1.00	12.00	12.00

Estimate Summary**Estimate Revisions**

Subtotal	12.00
FET	0.00
Shop Supplies	0.00
Sales Tax	0.00
Total:	12.00

This is an Estimate only not an Invoice, do not pay from this. This Estimate cannot be used as a Proof of Purchase.

I acknowledge above and receipt of this estimate: _____

Version: BGO (9.3) 20170113

(Customer's signature) _____

STATE OF NEW MEXICO
EMERGENCY DETERMINATION FORM

The emergency procurement method (NMSA 1978, Section 13-1-127) may only be used when there exists a threat to public health, welfare, safety or property requiring procurement under emergency conditions. The existence of the emergency condition creates an immediate and serious need for services, construction or items of tangible personal property that cannot be met through normal procurement methods and the lack of which would seriously threaten:

1. the functioning of government;
2. the preservation or protection of property; or
3. the health or safety of any person.

I. Name of Agency: ***City of Las Vegas***

Agency Chief Procurement Officer: ***Helen Vigil***

Telephone Number: ***505-454-1401***

II. Name of Contractor: ***BIG O TIRES***

Address of Contractor: ***1820 ½ 7th St Las Vegas, NM 87701***

Amount of prospective contract: ***\$12.00***

Term of prospective contract: ***1 time purchase***

III. Please thoroughly list the services (scope of work), construction or items of tangible personal property of the contract:

Flat repair for driver side rear tire.

- IV. Provide an explanation for the justification of the procurement including a description of the emergency condition(s) requiring use of emergency procurement and the practicable competition utilized in compliance with NMSA 1978, Section 13-1-127.

While driving and during normal business hours, driver got a flat and pulled over, was Big O Tire was the nearest repair shop. Driver was able to receive immediate assistance and repair for the damaged tire.

- V. Please describe what measures are being taken to minimize the duration and effect of this particular emergency procurement (for example: is the emergency only in place until a competitive process can be completed, etc.).

Incident was an unforeseeable circumstance.

- VI. Describe what measures the Agency will take in the future to prevent/mitigate use of an emergency procurement under similar circumstances.

Incident was an unforeseeable circumstance

2015 Emergency Form

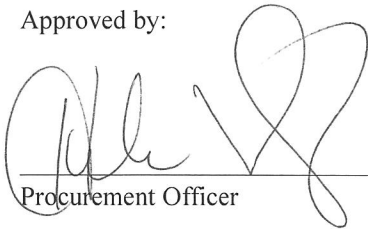
Certified by:



Department Director

Date: 12-13-21

Approved by:



Procurement Officer

Date: 12/14/2021

Approved:



Finance Director

Date: 12-14-21